

**CITY OF SANTA BARBARA  
AIRPORT COMMISSION**

**M I N U T E S**

**CALL TO ORDER**

The Special Meeting on Wednesday, February 16, 2011 was called to order at 5:30 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**ROLL CALL**

Airport Commissioners:   **John Clark**  
                                     **Chris Colbert**  
                                     **William Gilbert**  
                                     **Patricia Griffin**  
                                     **Kirk Martin**  
                                     **Bruce Miller**  
                                     **Scott Tracy**

Staff:                         **Karen Ramsdell**, Airport Director  
                                  **Hazel Johns**, Assistant Airport Director  
                                  **Rebecca Fibley**, Sr. Property Management Specialist  
                                  **Mabel Shatavsky**, Airport Commission Secretary

**PUBLIC COMMENT**

1.       No one wished to speak.

**NOTICES**

2.       That the Lease Review Sub Committee meeting scheduled for Thursday, February 3 was cancelled.
3.       That a special meeting of Lease Review Sub Committee was held on Friday, February 11.
4.       That on Friday, February 11, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

**ACTION:**     Presented.

**MINUTES**

5.       SUBJECT:   MINUTES

RECOMMENDATION:   That Commission waive the reading and approve the minutes of the meeting of Wednesday, January 19, 2011.

**ACTION:**   Motion/Second for approval of the minutes by Commissioners Colbert/Griffin. Unanimous voice vote.

## **CONSENT CALENDAR**

6. SUBJECT: LEASE AGREEMENT – AVIATION GROUP, INC. DBA BUSINESS AIRCRAFT SALES

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Aviation Group, Inc., a California Corporation, dba Business Aircraft Sales, for 750 square feet of Building 117, at 705 Norman Firestone Road, at the Santa Barbara Airport, effective March 1, 2011, for a monthly rental of \$1,216, exclusive of utilities.

Approved the recommendation; Agreement No. 201106

7. SUBJECT: LEASE AGREEMENT – MONTEABARO MASONRY, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Monteabaro Masonry, Inc., a California Corporation, for 5,000 square feet of land, at 115 Kenneth Roberts Road, at the Santa Barbara Airport, effective March 1, 2011, for a monthly rental of \$762, exclusive of utilities.

Approved the recommendation; Agreement No. 201107

8. SUBJECT: SUPPLEMENTAL LEASE AGREEMENT – GENERAL SERVICES ADMINISTRATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute Supplemental Lease Agreement No. 1 with the General Services Administration, representing the Transportation Security Administration, extending the term of Lease Agreement No. GS-09B-02181 for 335 square feet of break room in the Terminal Annex, Building 120, at 114 William Moffett Place, at the Santa Barbara Airport, commencing April 1, 2011 and ending July 31, 2011.

Approved the recommendation; Agreement No. 201116

9. SUBJECT: LEASE AGREEMENT – INNOVATIVE TECHNOLOGY, INC., DBA INOVATI

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Innovative Technology, Inc., a Delaware Corporation, dba Inovati, for 2,248 square feet of office and R&D space in Building 312, at 1501 Cecil Cook Place, and 339 square feet of storage in Building 603, at the Santa Barbara Airport, effective March 1, 2011, for a monthly rental of \$2,890, exclusive of utilities.

Approved the recommendation; Agreement No. 201108

10. SUBJECT: LEASE AGREEMENT – GREENERIDGE SCIENCES, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Greeneridge Sciences, Inc., a California Corporation, for 1,440 square feet of Building 115, 6160-A Wallace Becknell Road, at the Santa Barbara Airport, effective March 1, 2011, for a monthly rental of \$1,134, exclusive of utilities.

Approved the recommendation; Agreement No. 201117

11. SUBJECT: JANUARY 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

**ACTION:** Motion/Second for approval of the consent calendar by Commissioners Colbert/Gilbert. Unanimous voice vote.

### **LIAISON REPORTS**

**ACTION:** Presented.

### **ADMINISTRATIVE REPORTS**

12. SUBJECT: FISCAL YEAR 2011 MID-YEAR FINANCIAL REVIEW

RECOMMENDATION: That Commission receive a report on the Fiscal Year 2011 Mid-Year Financial Review of the Airport Department – Assistant Director Hazel Johns.

**ACTION:** Presented.

13. SUBJECT: CONCESSION AGREEMENT AMENDMENT WITH FIRST CLASS CONCESSIONS, INC.

RECOMMENDATION: That Airport Commission recommend approval for the Airport Director to execute, subject to approval as to form by the City Attorney, an amendment to Concession Agreement No. 23,445 with First Class Concessions, Inc., a California Corporation, amending Article 3, "Obligation to construct and operate Leasehold Improvements" providing for reimbursement to First Class Concession, Inc. for permanent affixed Leasehold Improvements for a not to exceed amount of \$450,000.

**ACTION:** Motion/second to recommend that City Council approve an amendment to Concession Agreement No. 23,445 with First Class Concessions, Inc., a California Corporation by Commissioners Miller/Colbert. Unanimous voice vote.

## **DIRECTOR'S REPORT**

14. A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
- B. Programs
1. Air Service
  2. Communications Program
  3. Master Plan RFQ
  4. Property Management
  5. Airline Terminal Public Arts Program
  6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project
  2. Goleta Slough Tidal Circulation Demonstration Project/  
ASP Wetland Mitigation Project
- D. Council Actions

**ACTION:** Presented.

## **ADJOURNMENT**

5:55 p.m., on order of Chair Martin.

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Karen Ramsdell, Airport Director

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Mabel Shatavsky, Recording Secretary